

Advance Payments and Discounted Bills

The Board of Education authorizes the Chief Financial Officer and Board Secretary to pay ~~specified~~ expenses prior to actual Board approval of said expenses but in accordance with the provisions of Chapter 279.30 of the Code of Iowa.

The Board Secretary and Chief Financial Officer are also empowered to issue payment for verified bills, for reasonable and necessary expenses, when the Board is not in session. Each week the Board Secretary, upon recommendation of the Board Treasurer, will examine the claims and verify bills before payment is made to vendors. In the absence of the Board Secretary, the Board Treasurer is authorized to verify bills and issue payment.

All bills and salaries for which payments are issued prior to audit and allowance by the Board of Education shall be entered in the Accounts Payable listing and approved by the Board of Education in a public meeting.

Adopted: March 10, 1986
Revised: December 11, 2017
Revised: July 15, 2019
Revised: January 11, 2021